

TOWN OF LANESBOROUGH SELECTMEN'S MEETING
Submitted by Diane Stevens, Town Secretary
November 24, 2014

Present: Mr. John Goerlach, Chairman
Mr. Robert Ericson
Mr. Henry Sayers
Mr. Paul Sieloff, Town Administrator

Warrants: Warrants Signed

The meeting was opened by John Goerlach at 6.00 p.m.

Public Comment

A representative from St. Luke's Church came before the Board to invite interested parties to the lighting of the Christmas tree and caroling which will take place on December 7th from 4:30 p.m. to 5:30 p.m. Please bring a non-perishable food item which will be donated to the veterans.

Permit(s), Contract(s), Use of Town Property and Appointment(s)

Berkshire Gas Company - New Gas Service - 8 Ocean Street

DPW Director William Decelles submitted a memorandum stating that the gas company needs to bore under the road, repair any areas that are disturbed before winter and notify him when the work commences. Motion 14-201. Motion made by Henry Sayers to approve the Application for Permit from Berkshire Gas Company for 8 Ocean Street with the conditions of the DPW Director, seconded by Robert Ericson. Unanimously voted.[#1]

Berkshire Regional Transit Authority - Peter Gallant

Peter Gallant, who recently moved to Pittsfield, came before the Board to resign from the Agricultural Commission and the Ashuwillticook Rail Trail Committee but would like to remain the Town's representative for the Berkshire Regional Transit Authority (BRTA). Mr. Gallant stated that the BRTA does not require that he be a resident of the Town in order to act on its behalf. He stated that he has been working diligently for the Town in this capacity for many years. The Board had no objection to having Mr. Gallant continue in this capacity through the end of his term. Motion 14-200. Motion made by Robert Ericson to reaffirm Mr. Gallant's appointment to the BRTA, seconded by Henry Sayers. Unanimously voted.[#2]

Non-Sworn In Appointments List

Mr. Sieloff presented the Board with a list of people who have not come in to the Town to be sworn in to their appointed positions. Mr. Goerlach stated that he had made a few phone calls and some people had come in. Mr. Sieloff stated that he would follow up with phone calls as well.[#3]

Approval of 250th Anniversary Calendar

Robert Barton came before the Board to present the final calendar for the Board's approval. Once approved it will be put on the Town website and on a Facebook page created by the Committee. The calendar will be mailed with the Town census in January. Mr. Barton gave the Board a list of members of the Committee for their information and stated that someone from the Committee will present themselves to the Board before each and every event listed on the calendar and press releases will also be issued for each event. Mr. Barton also presented a fundraising letter to the Board for their approval and asked that

the Board to approve a 3 member Finance Sub-Committee consisting of Mark Abrams, Mary Reilly and Ruth Knysh. Motion 14-197. Motion made by Robert Ericson to approve the events calendar, seconded by Henry Sayers. Unanimously voted. Motion 14-198. Motion made by Robert Ericson to approve the letter for funding, seconded by Henry Sayers. Unanimously voted. Motion 14-199. Motion made by Robert Ericson to appoint Mark Abrams, Mary Reilly and Ruth Knysh to the Finance Sub-Committee of the 250th Anniversary Committee, seconded by Henry Sayers. Unanimously voted. The Board thanked Mr. Barton for his work with this Committee.[#4]

Proposed Energy Committee Bylaws

Mr. Ericson stated that the Committee will review the proposed bylaws at their next meeting on December 4th. Mr. Sieloff stated that he will put it on the agenda for December 8th.[#5]

National Street Outbuildings follow up

Mr. Sayers stated the matter has been resolved.

Opening of gate at Potter Mountain Road for Hunting Season

Mr. Sieloff reported that the State said it is not practical to open the gate on Mondays and close it on Fridays. The State would like the Board to either open it until the 31st or keep it closed. The Board agreed to keep it open unless or until there are problems. Mr. Goerlach asked Mr. Sieloff to check with the State to see if funds were available to repair the road specifically as it pertains to the parking lot area already being repaired by the State. Mr. Sieloff stated that he would check into it.

Report on Status of ID Badges

Mr. Sieloff presented the Board with a list of names all Town employees who were issued ID Badges. Three employees still had not presented the Town with a photograph so a badge could be issued. Mr. Sieloff stated that he would follow up to make sure all badges were issued.[#6]

Police Chief Position - Search Process update

Mr. Sieloff presented the Board with a draft help wanted ad for their approval. The Board agreed with the ad as a general concept. Mr. Sieloff stated that he talked to the Police Advisory Board and they are enthusiastic about the process of hiring a new chief. Mr. Sieloff stated that he is meeting with the Advisory Board next Monday and asked the Board if they approved of a January 17th deadline for resume submissions. Mr. Sieloff stated that he would like to send the ad to all the surrounding police departments for posting and that he would be sending a letter to area Police Chiefs, Boards of Selectmen and Town Administrators to ask about a collaboration between Towns. The Board would like to have the end of January for a submission deadline. Mr. Sieloff asked the Board about a salary for the position. He stated that the current Chief makes approximately \$80,000 due to the fact that he has Quinn Bill payment attached to his salary which is an increase to his salary based on his level of education. Mr. Sieloff asked the Board to establish a base salary range of \$70,000 to \$85,000 based on credentials. Mr. Goerlach agreed with this range. Mr. Ericson stated that he thought it should start at the lower end of these amounts. Mr. Sayers agreed with Mr. Ericson to start at the lower end. Mr. Sieloff stated that the Town could set the range of \$65,000 - \$80,000, depending on experience, if the Board is agreeable. The Board agreed. Mr. Sayers stated the ad could post on Craigslist as it is a free ad but would leave that to Mr. Sieloff's discretion.[#7]

Police Department Heating System Proposal/Town Hall Roof Insulation Project Estimate/Roof Hatch

Mr. Sieloff stated that he talked to DP Carney Construction today and they will send someone over to view the project and asked Mr. Ericson if he would be available to review the work that needs to be done with them. Mr. Ericson stated that he will be available. Mr. Sieloff stated that he is still waiting to hear from the Green Community program about grants. Mr. Goerlach asked when the hot water heater will be installed. Mr. Sieloff stated he would know before the next meeting.

Approval of Selectmen's Fee Schedule

Mr. Sieloff presented the Board with a draft fee schedule for their review. Mr. Sieloff stated that this would give the Board the opportunity to adopt these fees. The Pawn Broker's and General Business licenses are new fees he was asking the Board to adopt and he would like to increase the Common Victualler License from \$50 a year to \$100 per year. Mr. Sayers asked which business would fall under the general business license. Mr. Sieloff stated that it would be any business. Mr. Sayers thought that this fee should be higher and not an additional fee to other business who currently have other license fees. Mr. Goerlach would like to set a fee of \$100. Mr. Goerlach asked how it would be enforced if the fee was not paid. Ms. Sayers stated that the Building Inspector could possibly shut down the business if the fee was not paid. Mr. Sieloff stated that he would check on some of the issues presented and get back to the Board at the next meeting. Mr. Goerlach asked Mr. Sieloff to check with Dalton and North Adams to see what their policies were.[#8]

Other business which could not have been reasonably foreseen within 48 hours of the meeting.

None.

Selectmen's Items

Mr. Ericson stated that he is going to Boston next week for the announcement of Green Community grants. Mr. Ericson asked about how the governor's proposed budget cuts will affect our budget this year. Mr. Sieloff stated he and the Town Accountant are monitoring the situation but are waiting until something if anything actual transpires. Mr. Sieloff stated that he will place this on the agenda for the second week in January to follow up.

Town Administrator Report

Pittsfield TV. Mr. Sieloff asked Mr. Tinkham if he had spoken to the engineers and if he had a date as to when they will be taking over recording the meetings. Mr. Sieloff asked Mr. Tinkham to come in tomorrow afternoon so they could call to get a start date.

Mr. Sieloff stated that he had meetings with the Water District one of which involved Collector's services. He stated that everyone seems to be in agreement that it would be a good idea to transfer these services to the Town's current tax collector. Mr. Sieloff asked if this can be placed on the next agenda to have this approved by the Board. Mr. Sieloff also talked to the District about the work on Orebed Road. Mr. Sieloff stated that good progress is being made. They are still working on the numbers, will be meeting again in a couple of weeks and will keep the Board apprised. Mr. Sieloff told the Board that he hopes to bring the two Inter-municipal Agreements before the Board at the next meeting. Mr. Sayers asked about area drainage issues near this

project. Mr. Goerlach stated that there is no money in this budget for this. Mr. Sieloff stated that he would talk to DPW Director Decelles about this. Mr. Goerlach stated that a plan should also be established for drainage issues at Greylock Estates. Mr. Sieloff stated that he would talk to the DPW Director about this as well.

Approve Minutes

Motion made by Robert Ericson to approve the Minutes of October 27, 2014, seconded by Henry Sayers. Unanimously voted.

Motion made by Henry Sayers to approve the Minutes of November 10, 2014, seconded by Robert Ericson. Unanimously voted.

Adjournment

Motion to adjourn meeting made by Henry Sayers, seconded by Robert Ericson. Unanimously voted. Meeting adjourned at 7:23 p.m.

Footnotes:

- [#1] Berkshire Gas Company - New Gas Installation Permit Application - 8 Ocean Street and Memorandum from DPW Director
- [#2] Peter Gallant Resignation from Agricultural Commission & Ashuwillticook Trail Committee
- [#3] Non-Sworn in Appointment List
- [#4] Funding Raising Letter and List of Committee Members for 250th Anniversary Planning Committee
- [#5] Draft Energy Committee Bylaws
- [#6] ID Badge List
- [#7] Proposed Help Wanted Ad for Police Chief Position
- [#8] Proposed Selectmen's Fee Schedule